



County of Los Angeles CHIEF EXECUTIVE OFFICE

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WILLIAM T FUJIOKA
Chief Executive Officer

May 19, 2011

To: Sachi A. Hamai, Executive Officer
Board of Supervisors

From: William T Fujioka
Chief Executive Officer

A handwritten signature in black ink, appearing to be "WTF", followed by a stylized flourish.

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

REVIEW OF BOARD POLICY NO. 8.030 – LIABILITY COST ALLOCATION POLICY

The Chief Executive Office, Risk Management Branch, reviewed the Cost Allocation Policy No. 8.030 and recommends no change to the existing policy. The CEO requests the Liability Cost Allocation Policy be renewed with a new sunset date of August 21, 2015.

If you have any questions, please have your staff contact Ellen Sandt at (213) 974-1186 or esandt@ceo.lacounty.gov.

WTF:ES
LM:KG:km

Attachment



Los Angeles County

BOARD OF SUPERVISORS POLICY MANUAL

Policy #:	Title:	Effective Date:
8.030	Liability Cost Allocation Policy	03/07/96

PURPOSE

Establishes a Countywide policy regarding the allocation of departmental liability/workers' compensation costs.

REFERENCE

March 7, 1996 Board Order, Synopsis 52

April 15, 1996 Chief Administrative Office memo, "Liability Cost Allocation Policy"

POLICY

The review process established to evaluate claims and lawsuits involving multiple departments is as follows:

The Liability/Workers' Compensation Cost Allocation Policy provides:

1. County departments will receive notice of multiple department cases from County Counsel or Third Party Administrators (TPA). Departments will be notified as soon as their potential involvement is known (in some cases, department involvement may not initially be apparent but is later revealed by County Counsel or TPA investigation). Information concerning these cases will also appear in department Liability/Workers' Compensation Claims Information reports or other reports provided by the Chief Executive Office (CEO).
2. Upon notification of their involvement, departments should initiate their own review and provide relevant information and justification supporting their position regarding their share of responsibility.
3. In the initial stages of the claims handling and/or legal defense process, County Counsel, defense counsel, TPA and/or other involved parties will also evaluate the case and provide their opinions and recommendations of each department's financial liability.

4. If necessary, the CEO County Risk Manager will convene a joint meeting with the involved departments and other involved parties, as needed, to review the facts and circumstances of the incident, and to evaluate if apportionment of responsibility should be revised based on department input.
5. In the event departments continue to disagree, the Chief Executive Officer or designee will make a final determination as to the settlement and cost apportionment so that funding responsibility will not delay processing of an otherwise appropriate settlement.
6. The Chief Executive Officer will meet, if requested, with the respective Department Heads to discuss the matter.
7. The Auditor-Controller shall make payment for settlements and judgments determined by the proposed dispute resolution process and charge costs back to department as appropriate.

RESPONSIBLE DEPARTMENT

Chief Executive Office

DATE ISSUED/SUNSET DATE

Issue Date: April 15, 1993
Review Date: August 21, 2003
Review Date: August 21, 2007

Sunset Date: April 15, 2003
Sunset Date: August 21, 2007
Sunset Date: August 21, 2011